

NOTICE

Municipal Services Committee
Regular Meeting
Tuesday, January 31st, 2023 at 5:00 pm

Meeting will be held in person at the City Hall, 3rd Floor, 31 S Madison St Evansville, WI.

MINUTES

1. **Call meeting to order:** 5:00 PM
2. **Roll call:** Committee Chair Jim Brooks, Alder. Joy Morrison, Alder Ben Ladick
Also in Attendance: Donna Hammett, Dale Roberts, Chad Renly, Bill Lathrop, Darren Jacobson, Brian Berquist, Kerry Lindroth, and Jason Sergeant.
3. **Civility Reminder**
4. **Motion to approve the agenda as presented.** Ladick/Morrison 3-0 Motion Carries
5. **Motion to waive the reading and approve the minutes as printed from the December 27th, 2022 regular Municipal Services Committee meeting.** Ladick/Morrison 3-0 Motion Carries
6. **Citizen appearances other than agenda items.**
 - None
7. **Billing / Customer Service:**
 - a. Quarterly review and discussion of staff approved sanitary sewer billing adjustments,
 - (Jan, Apr, Jul, Oct).
 1. No adjustments for review this quarter.
8. **Director's Report:**
 - a. **Parks & Recreation Report:** Not much to report, roads cleared for walkers but closed to traffic. Ice Rink: ice had melted and people were going on it and there was some damage to the liner, this has been repairs and an extra 2 inches were added.
 - b. **USIC Contract – Discussion and Motion to Recommend Approval to Common Council.** Renly stated that we are short one lineman and will be short 2 more lineman due to paternity leave for at least 4 weeks each, and one of the things that takes up a lot of time is locating. Renly requested quotes from several companies and USIC was the only one that responded or was taking on new clients. First quote was for Electric only, second one is for Electric & Water and the third is for Electric, Water and Sewer. Renly went over each quote. We do about 2000 locates a year and with TDS that number could triple. Brooks asked if TDS does their own locates and Renly stated it is mandatory for a utility to locate their own facilities. Ladick asked about having our own in-house locator. Renly stated that he did bring that to the committee, he stated that it would be \$23.00 an hour with full time benefits. Morrison asked if TDS would be willing to help with the cost of the locates, Renly stated that we are not allowed to charge for locates. We do have a newly revised permit and we have changed the permit to include a parcel fee for permits that cover an area beyond 5

parcels. Renly stated that extra fee will help with cost. Sergeant stated that the budget is very tight, we have to figure out where the money will be coming from. It is unknown when TDS will be starting. It was suggested the maybe bring a retired lineman to help with locates. Sergeant asked Renly and Lindroth look over the budget to see what can be moved around to cover cost. Renly stated that this is a 12 month contract however there is no cancelation fee but requires a 30-day notice.

c. DOT (Project 5670-00-35/65 STH 59 from STH 104 – STH 213) Relocation

Required: Renly stated that we have to relocation our lines which would be approximately \$120,000. A portion of the cost to bore will be covered by Charter paying their share of the joint boring. We are in the DOT's right of away and we do not have a choice. Sergeant recommended not approving the USIC contract. Ladick' suggested that we look into hiring an in-house locator. Having USIC contract limited term, is only a quick fix, but there is a long term issue. It has been suggested to cancel the downtown project, Renly stated that it may be difficult to cancel a PSC approved project. Committee is not opposed to signing the contract, but need more detail. It was decided to take the contract to Finance.

d. DOT Finance Agreement for STH 59 (Madison St) from Garrison Dr to USH 14. Discussion and Motion to Recommend Approval to Common Council.

Renly stated that Sergeant asked him to contact the DOT about local programs for STH 59 and USH 14. Renly reached out and Madison St has been added to the DOT's plan in 2030, with possible advanceable date of 2029. The city would be responsible for a total cost of \$185,250. Starting in 2024,2025,2026,2027 we would pay approximately 20% of the engineering costs, then in 2028 we would pay 15 % then the remaining 5% in 2029. Sergeant stated that there is nothing in the Capitol Budget, would have to go to Ehlers. Committee wants more details of when payments are due. No Motion at this time.

e. Lake Leota Dam Project Update: Renly has had conversations with the Army Core of Engineers, just got approved for the Federal permit, DNR has the plan sets and are under review, and everything is on track.

f. AMI Project (Placeholder)

- **Current AMI count remaining Elec: 0 Water: 154 (average of 4-10 units per wk.)** Hammett stated that the number has changed, as of today we are down to 145 meters

(a) **Water Meter Notice Letters:** Third notices will go out in February.

9. City Engineer Report:

a. Sub-division / Development Update: We have some electric connections going in and a couple of houses wrapping up. Brooks asked about the number of transformers we have, Renly stated that we are in good shape right now.

b. Roadway construction & other project updates: None, waiting for spring

10. Administrative Staff's Report:

a. West Side Park Progress Report (Placeholder): Contractor is still doing some work and still getting deliveries. Design committee was meeting to finalize the designs.

Funding Raising: a little under of 3/4 of million dollars has been raised. (\$745,000-747, 000).

11. **WPPI:** Brooks: 2 dates for WPPI orientation. Also the Energy Independence meeting at the High School tomorrow morning 7:30 am, everyone is invited.

a. **Report from Darren:** The National Theater is schedule to be at the elementary School and TRIS on March 3 at 8:30 am elementary School and 1:30 pm-TRIS.

12. Old Business:

a. Morrison asked about an updated about the dogs at the park, Renly stated that it is still being discussed but had a good discussion about it at Park Board.

13. New Business:

a. None

14. Upcoming Meeting Date:

???, 2023 at 5:00 pm – Discussion to set the next meeting date due to conflict with APPA Rally: Next Meeting February 21, 2022 at 5:00 PM

15. Motion to Adjourn: Morrison/Ladick Adjourned 5:57 PM

James Brooks, Committee Chair

Please turn off all cell phones and electronic devices before meeting commences. If you have any special accessibility issues, please contact Evansville City Hall at 608-882-2266 prior to the scheduled meeting. Thank you.